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Council on Aging Minutes 07/20/2005

The following minutes of the June 16 meeting were approved at a Special Meeting of the COA on July 20.

ARLINGTON COUNCIL ON AGING

27 Maple Street
 Arlington, MA 02476-4909
 Town of Arlington

Elizabeth McGaffigan, Vice-Chair
 Shirley Chapski, Secretary

Regular Meeting of the Council on Aging
 June 16, 2005

MINUTES

Place and Time of Meeting: Arlington Senior Center, 27 Maple St., Arlington, 7:45 p.m. Members Present: Elizabeth McGaffigan, Harry McCabe, Ruth Palumbo, Paul West and Shirley Chapski. Absent: Robert Carey, Mildred Hurd and Ann MacGowan. Others Present: John Jope, COA Executive Director, and Charles Schwab, President, Arlington Seniors Association Quorum Identification/Call to Order: Elizabeth McGaffigan, Vice-Chair, presided and Shirley Chapski, Secretary, kept the minutes. A quorum of five was present.

Minutes of the May 19, 2005 Sevoyan Bequest Committee (SBC) Meeting: Harry moved to approve the minutes of the May 19, 2005 SBC meeting; Elizabeth seconded; all in favor.

Minutes of the May 19, 2005 Meeting: Harry moved to receive the minutes of the May 19, 2005 meeting; Elizabeth seconded; all in favor. Elizabeth pointed out an error in the time of adjournment (p. 2); it should be 8:23 pm instead of 7:23. Harry moved to approve the minutes as corrected, Paul seconded; all in favor.

Executive Director's Report:

(1) Information and Referral Worker, Susan Isbell, will not be returning. The position is open and will be advertised shortly. Harry suggested that a letter of recognition be sent to Susan and he will meet with John to write the letter. (2) COA Staff Hours/Services: There will be no cutback in funding COA staff positions in FY 06; the COA nurse's hours will remain at 21 hours; the social worker has been reinstated to 35 hours; the transportation coordinator will stay at 28 hours. (3) The Mini-White House Conference on Aging, sponsored by Minuteman Services was held at the Burlington Senior Center on May 24 and Arlington's representatives were Kathy Gilligan and Joan Pippin. Also, John distributed to the board copies of a report on the conference from Joan Butler, Executive Director, Minuteman Senior Services. (4) Governor's Conference on Aging: The conference was held in Boston, June 6. Ruth, Bob and John attended the conference. John said the workshops were worthwhile and will generate suggestions and recommendations that Massachusetts will bring to Washington for the national conference on senior issues. (5) Summer Board Orientation Arrangements: John distributed a memo outlining four workshops and the dates they will take place. All members are invited to attend; (6) John reported that Paul Plato, SCM (Somerville-Cambridge-Medford Transport) Director passed away and there will be a memorial service in Norwood sometime in the near future.

UNFINISHED BUSINESS:

• Sevoyan Bequest Committee (SBC): Harry reported that the SBC met at 7:00 PM this date and approved the revised draft of John's document entitled, Sevoyan Personal Needs Fund Pilot Program. John will incorporate the changes made by the members to the document and present the board with a final version at the next meeting. Harry moved that the final draft of the Sevoyan Personal Needs

Fund Pilot Program which will be funded from the Charles Sevoyan Charitable Trust for up to \$5,000 for a one-year period be approved; Paul seconded; all in favor.

OTHER REPORTS:

- COA Representative/Liaison to Minuteman Senior Services: Harry reported that the Minuteman renovation is complete and they are back in their new home. The work was very well done; they have new furniture and a new phone system. During the renovation business went on as usual in the temporary quarters with no disruption to their clients. • COA Representative/Liaison to the Arl. Seniors Association: No report,
- Arlington Seniors Association Representative to COA: Charles Schwab reported that the Seniors Association had a successful combined barbecue and movie on Mon, June 13, with over seventy attendees. He wished to thank, Maureen and Basil Jackson and Bill Murphy for their help. Charles said he attended a recent Town Day Committee meeting. Town Day will be Sep 16 & 17.
- Transportation Committee: Ruth distributed a report which Bill Murphy had put together for the committee, Information Sheet on Transportation in Arlington 2005. It outlines the various transportation services offered for seniors and breaks down the costs of the services. The committee plans to combine the information and submit an article to The Advocate which will include a short questionnaire. Ruth praised volunteers, Joyce Killingsworth, who has been working with Bill Murphy on transportation informational items, and Cindy Buckner who has been doing monthly articles in The Advocate on COA activities. Also discussed was the possibility of including high schoolers in an intergenerational program to do transportations seminars at senior housing sites.

NEW BUSINESS:

- Town Day, Sep 17, Plans: The COA and the ASA plan to share a booth on the avenue. John will mail out a sign-up sheet to enlist members for 2-hour shifts. The Transportation Committee will have flyers by that date to be included with other COA informational materials.
- COA Regular Board Meetings: Harry moved that we adjourn for the summer to September 15, 2005 at the call of the Chair; Shirley seconded; all in favor.

There being no further business to come before the meeting, Paul moved to adjourn; Harry seconded; all in favor.

Adjourned at 8:45 p.m.

Shirley Chapski, Secretary

Date of next Regular Meeting, September 15, 2005 at 7:30 p.m.